

CHAPTER 90

APPENDIX

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90 APPENDIX**90.1 EASTERN AREA COORDINATING GROUP (EACG)****VOTING MEMBERS**

Patti Hiram, Chair	WI-R09	FS, Region 9
John Berst, Vice Chair	State Rep	Mid-Atlantic FFP Compact
Steve Jakala	MN-R3R	FWS, Region 3
Sean Hart	MN-MNA	BIA, Midwest Regions
Billy Terry	PA-NAF	FS, State & Private Forestry
Paul Head	MA-BSP	NPS, Northeast Region
Tom Parent	State Rep	NE FFP Compact
Charlie Keller	IN-INS	Big Rivers Compact
Ron Stoffel	MN-MNS	Great Lakes Compact

OTHER PARTNERS

Doug Alexander	NE-MWP	NPS, Midwest Region
Allen Carter	VA-R5R	FWS, Region 5
Michael Bowden	OH-OHS	Mid-Atlantic FFP Compact
Tony Recker	TN-ERA	BIA, Eastern Region
Tom Bourn	RI-RIS	Northeast States
VACANT	WI-R09	EACC Center Manager
Ann Stegmaier	WI-R09	Executive Secretary
Steve Marien	NE-MWP	EACC Fire Weather Program Manager

90.1.1 EACG OPERATIONS WORKING TEAM MEMBERS

Wayne Bushnell, Chair	WI-R09	Valdo Calvert	MN-R3R
Tom Fasteland	MN-MRA	Tom Romaine	MN-MNS
Bob Hartlove	PA-NAF	Matt Dillon	WV-WVS
James Mattingly	NE-MWP	Tom Draper	MO-MOS
Arvid Haugen	WI-WIS	Tom Parent	State Rep
EACC Center Manager	WI-R09		

90.1.2 EACG TRAINING WORKING TEAM MEMBERS

John Grosman, Chair	PA-NAF	Bill Reynolds, Co-Chair	WI-R09
Mike Bowden	OH-OHS	Suzann DuWalt	WI-WIS
Ralph Scarpino	CT-CTS	Drew Daily	IN-INS
Michael Durfee	NJ-WKR	Louis Hartjes	IN-IDP
Tom Fasteland	MN-MRA		

90.1.3 EACG DISPATCH WORKING TEAM MEMBERS

Brad McKelvy, Chair	MN-SUF	FS, Region 9
Rick Maier, Vice-Chair	OH-OHS	Mid-Atlantic Compact Rep
Cameron Crisp	WV-MOF	FS, Region 9
Jim Flores	MI-HIF	FS, Region 9
Stephanie Fournier	ME-SHR	FWS, Regions 3 & 5
Jack Shields	MA-CCP	NPS, Northeast & Midwest Regions
Karyn Hullinger	WI-WIS	Great Lakes Compact Rep
VACANT		Big Rivers Compact Rep
Rick Vollick	ME-SHR	Northeast Compact Rep
Ronda Estey	MN-MNA	BIA, Eastern & Midwest Regions
VACANT	MN-EAC	EACC Liaison
Ron Stoffel	MN-MNS	EACG Liaison

90.1.4 EACG INCIDENT BUSINESS WORKING TEAM MEMBERS

Kate Lahti	MN-CPF	VACANT	MN-MRA
Gloria Pellin	PA-NAF	Anna Reiber	MN-R3R
Maggie Schuetter	IN-HOF	VACANT	NPS
VACANT	NE FFP Compact		

90.2 COMPACTS

Northeast Forest Fire Supervisors (NFFS):

Bill Williams, ME-MES	Chairperson – until June 2006 NFFS Meeting
Maris Gabliks, NJ-NJS	Chairperson – after June 2006 NFFS Meeting

Big Rivers Forest Fire Protection Compact:

Charlie Keller, IN-INS	Chairperson
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Great Lakes Forest Fire Protection Compact:

Olin Phillips, MN-MNS	Chairperson
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Mid-Atlantic Forest Fire Protection Compact:

John Berst, Contractor	Executive Director
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Northeastern Forest Fire Protection Compact:

Tom Parent, Contractor	Executive Director
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90.3 FS FIRE & AVIATION ACCIDENT NOTIFICATION

INCIDENT

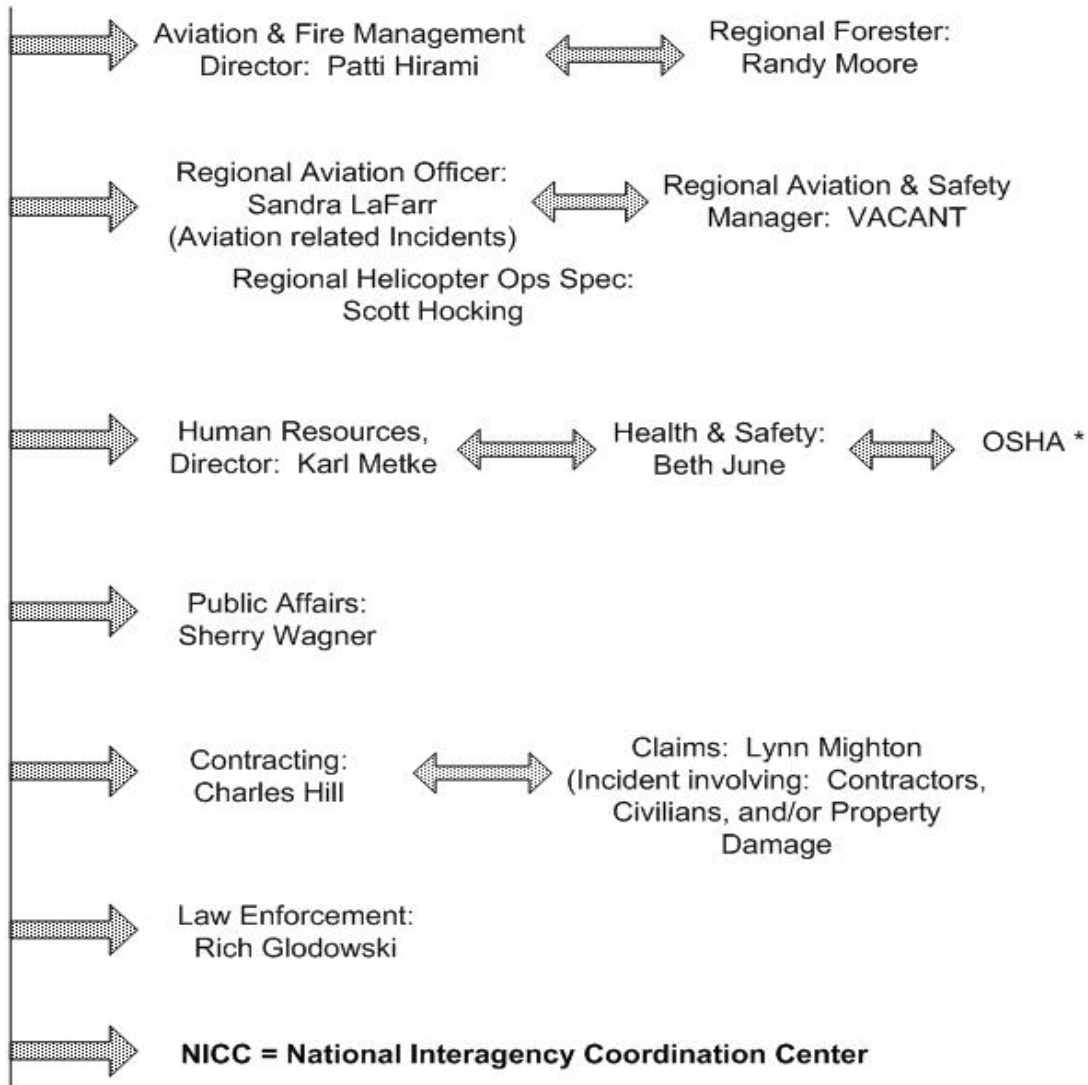
(Fatality - Hospitalization - Property Damage)



Local Dispatch



EACC



* = Occupational, Safety & Health Agency

This diagram is for the Forest Service. However, any agency can use it as a format for reporting fire and aviation related accidents.

90.4 INTERAGENCY RESOURCE REPRESENTATIVE DUTIES AND RESPONSIBILITIES

The Interagency Resource Representative (IARR) may be assigned to an incident, **a complex, or a geographic area**, or requested by **a geographic area** to serve as the Eastern Area's representative for crews, overhead, and equipment assigned. The main responsibility is to represent Eastern Area **regarding the care and welfare of Eastern Area resources**. The IARR has responsibility **to communicate** by daily reports to the Eastern Area Coordination Center (EACC). **When on assignment, the IARR will be working for the EACC Center Manager or designee.**

IARR must be highly skilled in **incident** business management, incident management procedures, accident reporting, commissary, travel, medical care procedures, mobilization, demobilization, and personnel management in **incident** situations. The IARR is expected to possess knowledge of policies as they relate to each agency represented by the Eastern Area. When working with the incident command team, the IARR will normally **coordinate with** the planning section chief.

Duties and Responsibilities

1. Secures and maintains a current manifest and other pertinent information of **resources** assigned to the incident from the home area.
2. Establishes contact with the incident management team (IMTs) and Eastern Area Coordination Center (EACC) as soon as possible to provide information and assistance during resource check-in and initial assignment.
3. Establishes a working location and advises both the IMTs & EACC and assigned resources as to that location.
4. Whenever feasible, maintains a daily contact with a representative of each appropriate resource.
5. Provides assistance to appropriate personnel regarding timekeeping, commissary, travel, accidents, injuries, personnel problems or emergencies and other administrative needs.
6. Maintains daily contact with the Eastern Area Coordination Center to exchange information as to the status of resources. Reports are expected twice daily, morning and evening, depending upon level of activity.
7. As requested by the incident teams or EACC, assists in resolving disciplinary matters. It is important to document all information pertinent to the situation and notify Eastern Area Coordination Center as soon as possible.

8. Provides input as to the utilization of assigned resources.
9. Assists the team in providing for the well-being and safety of assigned resources.
10. Assists team in determining the need for any special reports or documents and the preparation of these documents.
11. Assists team in investigating accidents involving assigned personnel.
12. Ensures contact with assigned personnel who have been hospitalized or otherwise separated from their assignment or unit.
13. Assists team in assuring that all required forms, reports, and documentation are complete prior to assigned resource departing the incident.
14. Provides assistance to the team and dispatch channels as needed for demobilization.
15. Provides EACC with required paperwork and evaluation.
- 16. Helps negotiate extensions or emergency demobilizations of resources.**

90.4.1 INTERAGENCY RESOURCE REPRESENTATIVE (IARR) REPORTING REQUIREMENTS

Inform EACC (Eastern Area Coordination Center) of the **status** of **resources** assigned. Call the Eastern Area Coordination Center to relay Federal and State crew(s), **overhead and equipment** information at 612-713-7300 (24 hour/day number) or 1-800-247-1247 x 7300.

Report all **resource** and **incident** activity on DAILY basis by providing reports by telephone. If the telephone is not accessible, by approval only, will reports be accepted by electronic mail or FAX, but must be followed up by a phone call when one is available.

1. Give status of crews, **overhead or equipment**
2. Crew **& resource** morale
3. **Resource** assignments
4. Health
5. Any pertinent weather information for incident/area
6. Any medical/emergency releases
7. Any other important information that would be of interest to the home unit
8. Very important.....any disciplinary problems
9. Last but not least....your needs

For after hours emergencies, contact:

1. **Vacant**, Center Manager
Cell Phone:
2. Laura McIntyre-Kelly, Deputy Center Manager
Cell Phone: 414-530-1403
3. **EACC Duty Officer**
Phone: 612-713-7300 *
Phone: 800-247-1247 x 7300 *
*** will get message on current Duty Officer's contact info**

90.4.2 APPENDIX A, 310-1 SUPPLEMENT, INTERAGENCY RESOURCE REPRESENTATIVE (IARR) QUALIFICATION

310-1 SUPPLEMENT IARR POSITION QUALIFICATION

Required training:	Crew Boss (S-230), IARR Workshop
Suggested training:	
Experience:	Satisfactory position performance as a crew boss on a type II or higher – Off unit incident
Physical fitness:	Light
Other assignments that will maintain currency:	Eastern Area representative Liaison officer Agency representative Attendance at IARR workshop every 3 years

90.5 LIST OF ACRONYMS/ABBREVIATIONS/DEFINITIONS

A

A&FM	Aviation and Fire Management
AD	Administratively Determined
ADO Team	Assistant Disbursing Officer Team
AFF	Automated Flight Following
AMD	Aviation Management Directorate (formally Office of Aviation Services)
AMRS	All-Hazards Meteorological Response System
AOV	Agency Owned Vehicle
APHIS	Animal and Plant Health Inspection Service
APT	Administrative Payment Team
ARA	Aircraft Rental Agreement
ARTCC	Air Route Traffic Control Center
ASCADS	Automated Sorting, Conversion and Distribution System
ASM1	Aerial Supervisor Module
ATA	Actual time of arrival
ATCO	Air Tanker Coordinator
ATD	Actual Time of Departure
ATMU	Atmospheric Theodolite Meteorological Unit

B

BAER	Burned Area Emergency Rehabilitation Team
BD	Brush Disposal Trust
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
BNML	Battalion Military Liaison
BPA	Blanket Purchase Agreement
BT	Buying Team

C

CDO	Communications Duty Officer
CDT	Central Daylight Time
CIFFC	Canadian Interagency Forest Fire Centre
COMC	Communications Coordinator
COML	Incident Communication Unit Leader
COP	Chief-of-Party
COR	Contracting Officer Representative
COTR	Contracting Officer Technical Representative
CREP	Crew Representative
CRM	Crew Resource Management
CRW	Crew
CWN	Call When Needed

2006 EASTERN AREA INTERAGENCY MOBILIZATION GUIDE

D

DASHO	Designated Agency Safety and Health Official (BIA)
DASP	Disaster Assistance Support Program
DCO	Defense Coordinating Officer
DEMOB	Demobilization, demobilize
DFO	Disaster Field Office
DMS	Dispatch Messaging System
DOI	Department of the Interior

E

EA	Eastern Area
EACC	Eastern Area Coordination Center
EACG	Eastern Area Coordinating Group
EA MAC	Eastern Area Multi-Agency Coordinating Group
EERA	Emergency Equipment Rental Agreement
EFTR	Emergency Firefighter Time Report
EMG	Eastern Area Interagency Mobilization Guide
ESF	Emergency Support Function of the National Response Plan (FEMA)
EST	Emergency Support Team
ETA	Estimated Time of Arrival
ETD	Estimated Time of Departure
ETE	Estimated Time Enroute

F

FAA	Federal Aviation Agency
FAR	Federal Aviation Regulations
FAST	Fire & Aviation Safety Team (National)
FBO	Fixed Base Operator
FEMA	Federal Emergency Management Agency
FFAST	Federal Fire & Aviation Safety Team
FFTR	Firefighter
FMO	Fire Management Officer
FOG	Field Operations Guide
FOR	Fixed Operating Rate
FPA	Fire Protection Area
FRP	Federal Response Plan
FRS	Family Radio Service
FRWS	Fire Remote Automatic Weather Station
FS	United States Forest Service
FSH	Forest Service Handbook
FSS	Federal Supply System
FUMT	Fire Use Management Team
FWM	Fixed Wing Manager (formerly known as Chief of Party)
FWS	Fish and Wildlife Service
F-codes	Charge codes for FEMA incidents

2006 EASTERN AREA INTERAGENCY MOBILIZATION GUIDE

G

GA	Geographic Area
GACC	Geographic Area Coordination Center
GBL	General Bill of Lading
GMAC	Geographic Multi-Agency Coordinating Group
GPU	Ground Power Unit
GSA	General Services Administration

H

HELM	Helicopter Manager
HSPD	Homeland Security Presidential Directive
HUDC	Host Unit Dispatch Center

I

IA	Initial Attack
IACG	Interagency Airspace Coordination Guide
IAP	Incident Action Plan
IARR	Interagency Resource Representative
IATBOG	Interagency Airtankers Base Operations Guide
IBA	Incident Business Advisor
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
IFPM	Interagency Fire Program Management
IFR	Instrument Flight Rules
IHC	Interagency Hotshot Crew
IHOG	Interagency Helicopter Operation Guide
IMC	Instrument Meteorological Conditions
IMET	Incident Meteorologist
IMSR	Incident Management Situation Report
IMT	Incident Management Team
INRP	Initial National Response Plan
IQCS	Incident Qualification Certification System
IR	Infrared - Airborne Thermal Infrared Fire Mapping / Palm IR
IRIN	Infrared Interpreter
ISO	Incident Support Organization
ISOG	Interagency SEAT Operations Guide

K

KV	Knutson-Vandenberg Trust
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M

MAC	Multi-Agency Coordinating Group
MAFFS	Modular Airborne Fire Fighting System
MCAD	Military Crew Advisor
MHZ	Megahertz

2006 EASTERN AREA INTERAGENCY MOBILIZATION GUIDE

M

MOB	Mobilization, mobilize
MOU	Memorandum of Understanding
MTR	Military Training Route

N

NA	Northeastern Area
NAF	Northeastern Area State & Private Forestry
NASF	National Association of State Foresters
NCO	National Contracting Officer
NEK	Northeast Interagency Fire Cache
NFES	National Fire Equipment System
NFFS	Northeast Forest Fire Supervisors
NICC	National Interagency Coordination Center
NIFC	National Interagency Fire Center
NIMS	National Incident Management System
NIIMS	National Interagency Incident Management System
NIRSC	National Interagency Radio Support Cache
NISCC	National Interagency Supply Cache Coordinator
NMAC	National Multi-Agency Coordination Group
NMG	National Interagency Mobilization Guide
NOAA	National Oceanic and Atmospheric Administration
NPS	National Park Service
NRP	National Response Plan
NWCG	National Wildfire Coordinating Group
NWS	National Weather Service (Use WXW for 3 letter agency identifier)

O

O	Overhead
OAS	Office of Aircraft Services
OFDA	Office of Foreign Disaster Assistance
OSHA	Occupational, Safety and Health Agency

P

PAX	Passengers
PFT	Permanent Full Time employee
PI	Project Inspector
PIC	Pilot In Command
PL	Preparedness Level
POE	Point-of-Entry
POV	Personal owned vehicle
PPE	Personal Protective Equipment
PSD	Plastic Sphere Dispenser

R

R&R	Rest & Recuperation
RAO	Regional Aviation Officer
RAWS	Remote Automated Weather System
RECON	Reconnaissance
REMS	Remote Environmental Monitoring System
RFA	Request for Federal Assistance
ROC	Regional Operations Center
RON	Remain Overnight
ROSS	Resource Ordering and Status System
Rx	Prescribed (fire)

S

SAFECOM	Safety Communiqué
SIT	Situation Reporting System
SEAT	Single Engine Airtanker
SOP	Standard Operations Procedure
STLM	Strike Team Leaders - Military
SUA	Special Use Airspace
Sub Geographic Area	A group of agencies or units such as a compact

T

TFR	Temporary Flight Restriction
THSP	Technical Specialist

U

USA	United States of America
USDA	United States Department of Agriculture
USDI	United States Department of Interior
USFA	United States Fire Administration
UTF	Unable to Fill

V

VFR	Visual Flight Rules
VHF	Very High Frequency
VIA	By way of
VICC	Virginia Interagency Coordination Center
VOR	VHF Omni – Directional Radio Range

W

WFSA	Wildland Fire Situation Analysis
WFO	Wildland Fire Used for Resource Benefit
WIMS	Weather Information Management System
WUI	Wildland Urban Interface

X

XEDO

Xedar Heat Detection Unit